

Team Policies and Classroom Rules

In order to create the best learning environment possible, we have the following guidelines:

Contact:

Clackamas High School 503 353-5810 Menu item #1

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- 1. Online Access:** Our team will utilize the Internet to keep students and parents informed of the activities and progress of our class. Visit our team page at www.mrcoia.com for homework assignments and a regularly-updated gradebook (English and History only).
- 2. Late Work:** Unless stated otherwise, late work is not accepted. This includes in-class assignments and homework. The assignment is due when you enter the class. If you do not have it then, you will not receive credit for it. Your work is due regardless of power outages, lack of printer ink, stolen computer, etc. Be responsible and plan ahead.
- 3.** You will receive a coupon for three free late turn-ins. These three can be used for one class, or for all three team classes. If you decide to use it, tear off one and staple it to the top of the late assignment. Put it in the teacher's box in the main office by the next day (not the next class period).
- 4. Excused absences:** You will have the same amount of time to complete the assignment as other students, not longer or shorter. You must get the appropriate materials by asking a student, checking the web site, or talking to the teacher outside of class time. The start of class is not the appropriate time to get your missing information. The best times for meetings are 7:45-8:30 a.m (excluding Wednesdays).
- 5. Unexcused absences:** Sorry, you cannot make-up the assignment or exam. Your consequence for skipping is a zero for the due assignment.
- 6. Note:** Students are responsible to take quizzes and exams regardless of an absence prior to the test day. Talk to students or your teacher when you are out. Make-ups may be arranged only in the case of extenuating circumstances.
- 7. Extra Credit:** In each of the team classes, there may be an additional assignment or two offered for you to earn extra credit. These extra points may help make up for a missing assignment. Please keep in mind that extra credit points can only be 3% of your grade. In other words, your grade percentage may increase up to a maximum of 3% (e.g., from a 78% to an 81%). ***Work hard on the credit throughout the year, rather than stressing about the extra credit.***

8. Attendance: You are expected to attend class every day and follow attendance guidelines as stated in the student handbook. Poor attendance will negatively affect your grade. This could include skipping, vacations, sports involvement, etc.

9. Tardy Policy: You must be in your chair when the bell rings. Three tardies in one quarter equals a referral to Student Management.

10. Cheating & Plagiarism: You will receive a zero for the test or assignment, as well as a referral to the office (this includes those who offer work for others to copy).

11. Bathroom breaks/ leaving the room: Please use the restroom, get a drink, etc. during passing time. Make appointments with other teachers and your counselor during lunch or your Resource period.

12. However, you will have a pass with four out-of-class opportunities per semester. This pass is used in all three of your team classes. Once your pass is depleted, you cannot leave. Conserve.

13. Food and Drink: Bottled water is the only food or drink allowed in class. Eat and drink before school and at lunch.

14. Electronics: This is easy to explain: no electronic devices are allowed in class. No phones, beepers, CD players, Gameboys, etc. are permitted at any time. If you have one, your teacher will take it and turn it in to Student Management for parents to pick it up.

15. Dismissal: Stay in your seat until you are dismissed. Standing at the door or wandering around the room is not acceptable.

These rules are outlined so that you may do your part in creating an atmosphere of learning in our classroom. Of course, you can choose to not follow these rules. If that occurs, I will assign you a consequence, usually a 10-minute detention during your lunch or a referral to Student Management.

Required Supplies

Please have the following supplies for our next class meeting:

- 3-ring binder for JUST the three team classes (at least 2 inches thick)
- tabs for each class
- paper, pens, and pencils
- three individual notebooks (the one for English MUST be a bound composition book, not spiral).
- Your CHS Planner (you must bring this to class each day)

Grade Percentages

Here's how the grades will be determined. There is no rounding up. You will need a 90% for an A, not an 89.9%.

English & Social Studies

90-100%	A
80-89%	B
70-79%	C
60-69%	D
0-59 %	F

Global Science

90-100%	A
80-89%	B
65-79%	C
50-64%	D
0-49%	F

Here is your first homework assignment:

1. Take this form home and review it with your parents. You and your parents will sign this page, and the Policy Sheet will go in your notebook. Return this signed page to your period 2 teacher. **These rules are posted online at: http://www.mrcoia.com/school/pdf/9/rules_9.pdf**
2. Spend 15 minutes looking around the website at **www.mrcoia.com**. Look at the homework page, sign into the gradebook, etc. You will be expected to check in to it at least once per week.
3. Purchase and prepare your required supplies for school. Bring them to class.

Students:

I have read these rules and understand what the team teachers expect of me. **I have put a copy of the rules in the front of the team binder** so that I can refer to them if I have a question.

Printed Name

Signature

Date

Parents:

I have read these rules and understand what the team teachers expect of my child, especially issues relating to the team late work policy. (Please contact us if you have questions).

Printed Name

Signature

Date

Find grades and homework at www.mrcoia.com